

Republic of the Philippines
Department of Trade and Industry
CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. Cor. Gil Puyat Ave., Pasay City

Solicitation No.: CITEM-2025-0219

**NOTICE TO CONDUCT PROCUREMENT OF GOODS
AND SERVICES, INFRASTRUCTURE PROJECTS, AND CONSULTING
SERVICES TO BE PROCURED AND PERFORMED OVERSEAS**

Pursuant to GPPB-Resolution No. 28-2017 dated 31 July 2017, the Center for International Trade Expositions and Missions (CITEM), through its Bids and Awards Committee (BAC), hereby issues this Notice for:

**INSTALLATION, DISMANTLING AND HAULING OF
DESIGN PHILIPPINES PAVILION AT TOKYO
INTERNATIONAL GIFT SHOW (TIGS) 2025**

(Please see attached Request for Quotation Form for more details.)

APPROVED BUDGET FOR THE CONTRACT: PHP2,028,200.00

For inquiries, please contact the CITEM Bids and Awards Committee Secretariat, at telephone no. 8312201 local 309/218 or fax no. 834-0177/8331284 or e-mail at citembac@citem.com.ph.



ATTY. ANNA GRACE I. MARPURI
Chairman, CITEM-BAC



CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. Cor. Sen. Gil Puyat Avenue, Pasay City
Tel.: (632) 8-831-2201 local 309/294 E-mail: citembac@citem.com.ph



REQUEST FOR QUOTATION (OVERSEAS PROCUREMENT)

Date: **11 August 2025**RFQ No.: **2025-0219**

Company Name: _____

Address: _____

Contact No.: _____

Gentlemen:

Please quote hereunder your lowest possible price(s) for the following article(s)/work(s) which are urgently needed by this office. It is requested that the quotation be sealed, signed and stamped in an envelope OR compressed folder and submitted to CITEM BAC.

Schedule of Bidding in Philippine Standard Time:**Deadline of Submission of Quotations: 14 August 2025****Time: 01:00PM****Schedule of Opening of Bids: 14 August 2025****Time: 02:00PM****Venue: ZOOM****Schedule of Bidding in Japan Standard Time:****Deadline of Submission of Quotations: 14 August 2025****Time: 02:00PM****Schedule of Opening of Bids: 14 August 2025****Time: 03:00PM****Venue: ZOOM**

QTY	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUNT
1	lot	<p>INSTALLATION, DISMANTLING AND HAULING OF DESIGN PHILIPPINES PAVILION AT TOKYO INTERNATIONAL GIFT SHOW (TIGS) 2025</p> <p>TOTAL APPROVED BUDGET FOR THE CONTRACT: <u>PHP2,028,200.00</u></p> <p><u>Date Needed/Delivery Date:</u> Ingress: 01-02 September 2025 Event Proper: 03-05 September 2025 Egress: 05 September 2025</p> <p><u>Booth Details:</u> Total Area: 90 sq.m. Hall Location: Tokyo Big Sight, Tokyo, Japan Stand No.: WEST4-T46-02</p> <p><u>Inclusions:</u></p> <ol style="list-style-type: none"> 1. Installation, Dismantling and Hauling 2. Design Philippines Pavilion 3. Electrical installation and consumption – Application of electrical requirements, installation and payment of the actual electrical directly to the event organizer. 4. Miscellaneous <p><u>Scope of Work:</u></p> <p>A. Build and Installation</p> <ul style="list-style-type: none"> • Manage the construction of the booth based in the approved design. • Ensure high-quality materials are used for durability and visual appeal. 		



		<ul style="list-style-type: none"> Coordinated with the trade show organizers and venue for electrical requirements and application, logistics, booth installation and dismantling schedules. Transport booth materials and components to the overseas trade show venue. Supervise the installation and ensure the booth is ready before the trade show opening in coordination with the CITEM on-site representative Ensure adherence to international safety and environmental standards during the build and installation. <p>B. Dismantling</p> <ul style="list-style-type: none"> Oversee the dismantling of the booth after each trade show, ensuring all materials are handled properly. <p>C. On-site Support</p> <ul style="list-style-type: none"> Provide manpower support for the installation of products. Provide technical support and on-site assistance during the trade show for any booth-related issues or adjustments. Ensure the booth maintains its quality and functionality throughout the event. <p><i>(Please see attached Mood Board, Location Map, Floor Plan, Perspective and Checklist for more details.)</i></p>		
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Terms and Conditions:

- 1) The above-quoted prices must be inclusive of all costs and applicable taxes. Prices shall be quoted in Philippine Peso or US Dollar.
- 2) Payment will be processed after receipt of invoice. Other terms of payment will be based on the Contract agreed by CITEM and Supplier.
- 3) Any alterations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her authorized representative.

The CITEM-BAC reserves the right to reject any or all bids offer and waive any defects therein and accept bid/s it may consider advantageous to the government.


ATTY. ANNA GRACE I. MARPURI
 BAC Chairman

TO: CITEM Bids and Awards Committee:

Per your request, I/we have indicated the prices of the above-mentioned article(s)/work(s) on the unit price/amount column above. I/We also certify that we have read, understood, and shall conform with the terms and conditions of this requirement.

Date Submitted

Signature over printed name of the Authorized Company Representative

Designation: _____

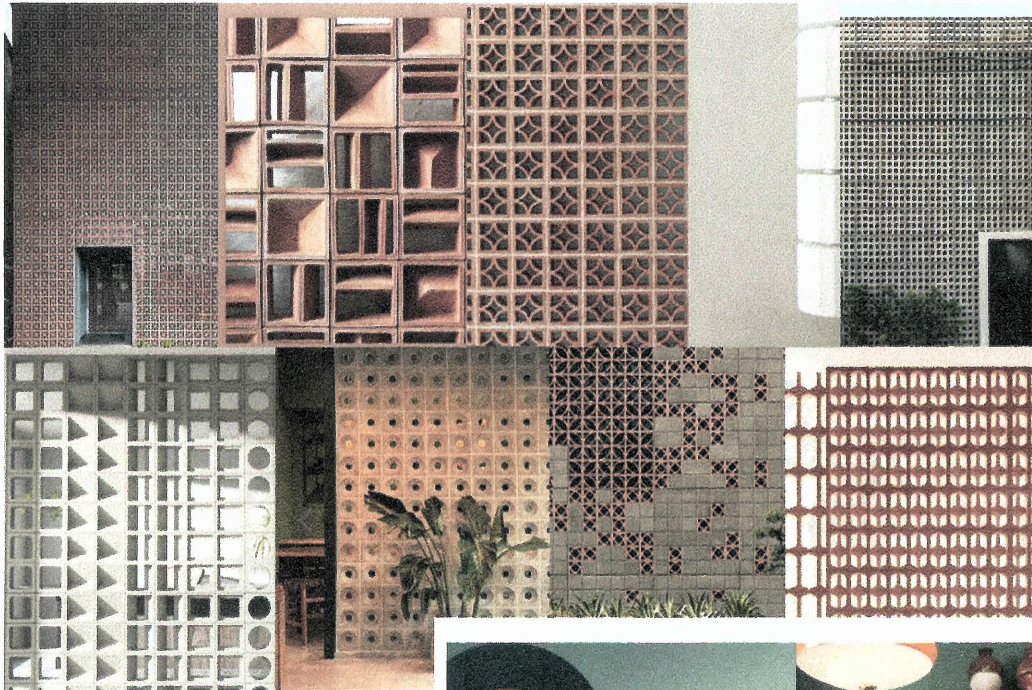
Telephone No(s): _____

Email: _____

TOKYO INTERNATIONAL
Gift Show

DESIGN Philippines

RESTRO BRINCK WALL



WALL COLOR



LOCATION MAP

The 100th TOKYO INTERNATIONAL
Gift Show
Autumn 2025

9/3[水]4[木]5[金]
10:00~18:00[最終日は17:00まで]

西3.4ホール

[レイアウト]

PHILIPPINES - CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS

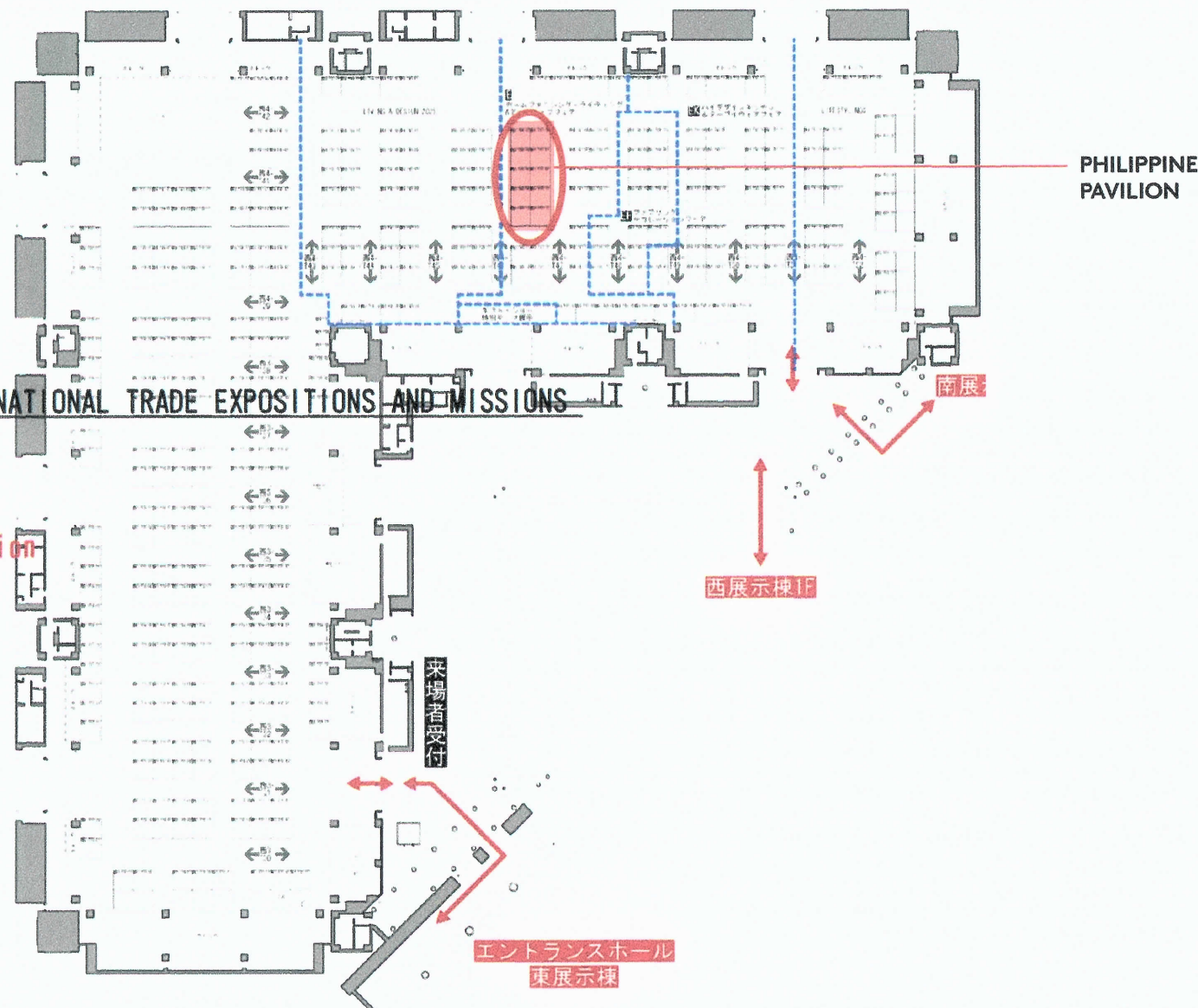
Your Booth:

WEST4-T46-02

Please check your booth location

Exhibition area: E2

QTY of booth: 10

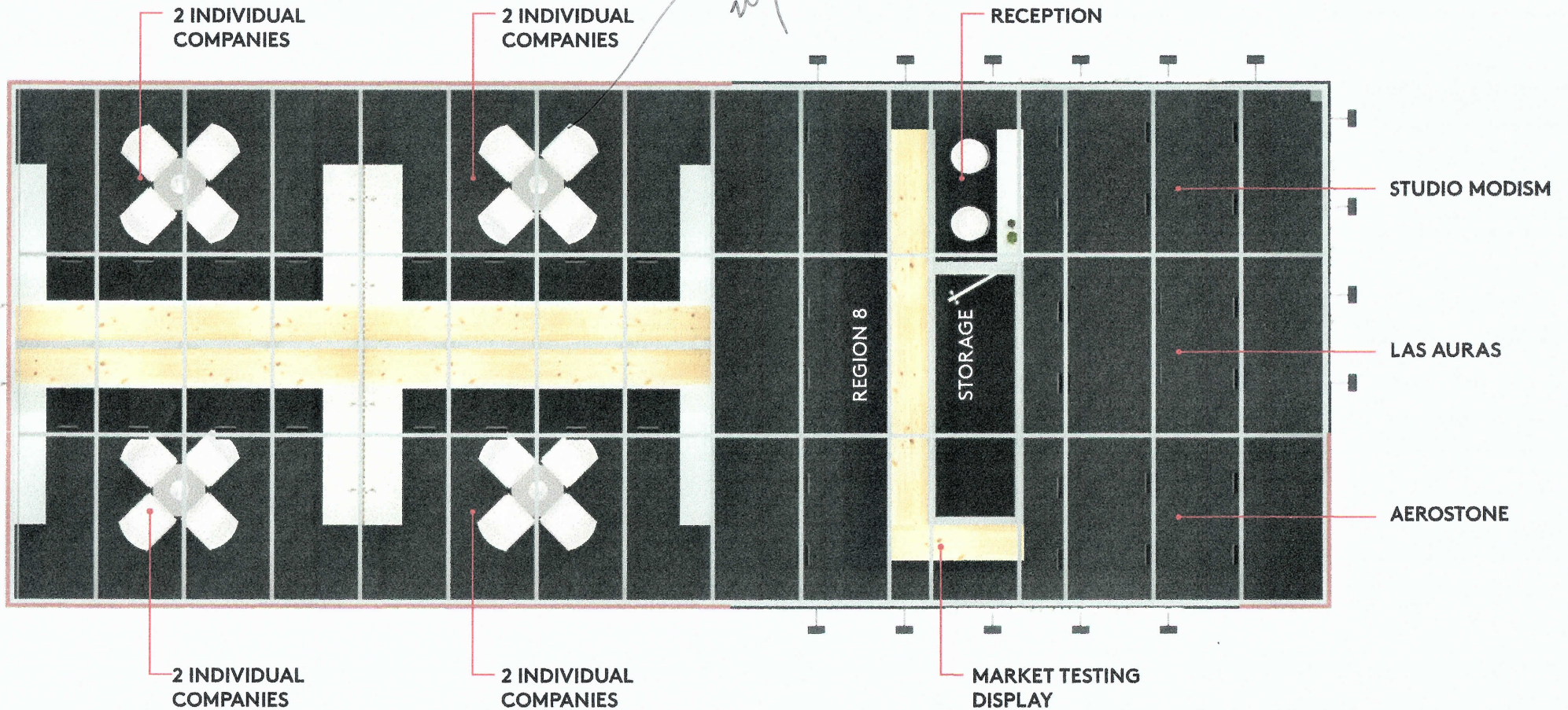







FLOOR PLAN

DESIGNED BY WATARU
SAKUMA AND STANLEY RUIZ

CITEM.EDD.TP.OO1
REV.01

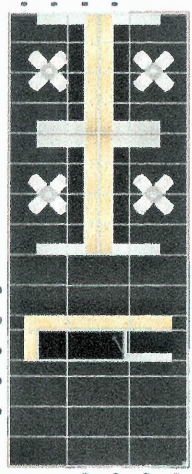
*2 Tables
w/ 2 chairs each*



 EXHIBITION DESIGN DIVISION	PROJECT	TOKYO INTERNATIONAL GIFT SHOW 2025	SHEET CONTENT		DESIGN CONCEPT BY:	RECOMMENDING APPROVAL:	APPROVED BY / COMMENTS:
	TITLE	DESIGN PHILIPPINES PAVILION	DESIGN APPROVAL		 WATARU SAKUMA & STANLEY RUIZ CONSULTANTS	JOSEPH D. BERNAT DEPARTMENT MANAGER, CCSD	
	LOCATION	TOKYO BIG SIGHT	SHEET NO. 4	EDD DESIGNER:	RECOMMENDING APPROVAL:	MARCO F. EYVO DEPARTMENT MANAGER - SBD	
DATE / TIME 29 JULY 2025			REVISION NO. 02	 MELVIN ISAAC C. ROXAS SIDS - EDD	 NORMAN D. BAGUILBAGUL DIVISION CHIEF, EDD		 LEAH PULIDO OCAMPO EXECUTIVE DIRECTOR - CITEM

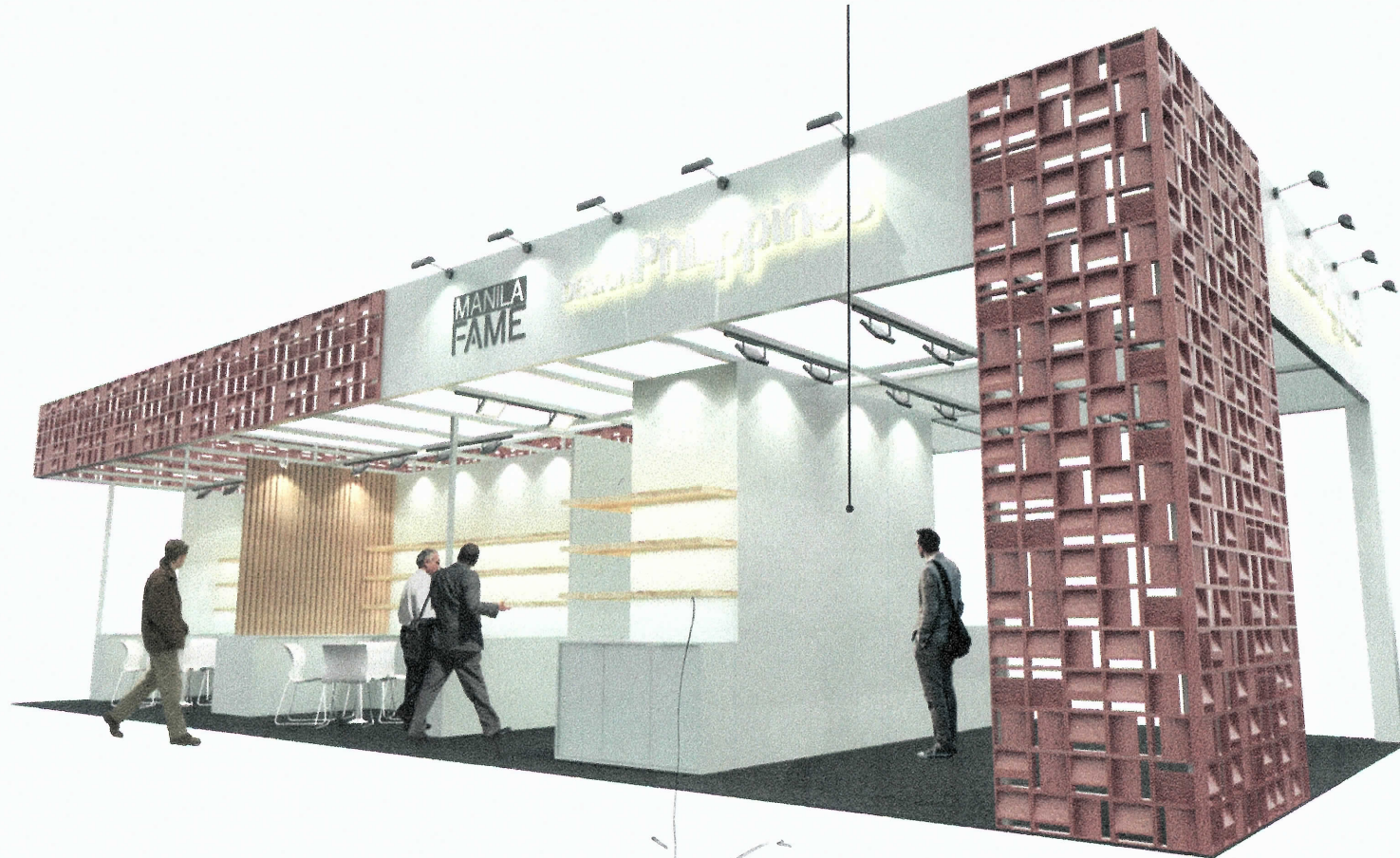
PERSPECTIVE

DESIGNED BY WATARU
SAKUMA AND STANLEY RUIZ




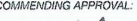




LOCATION MAP

GRAPHIC WALL



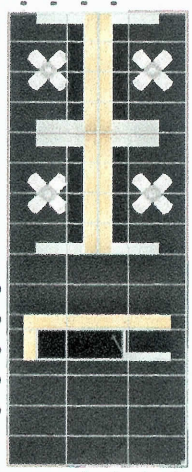
lighting

<div>CITEM</div> <div>EXHIBITION DESIGN DIVISON</div>	PROJECT	TOKYO INTERNATIONAL GIFT SHOW 2025	SHEET CONTENT		DESIGN CONCEPT BY:	RECOMMENDING APPROVAL:	APPROVED BY / COMMENTS:	
	TITLE	DESIGN PHILIPPINES PAVILION	DESIGN APPROVAL		 WATARU SAKUMA, STANLEY RUIZ CONSULTANTS	 JOSE M. D. BERNAT DEPARTMENT MANAGER, CCSD		
	DATE / TIME	LOCATION	TOKYO BIG SIGHT	SHEET NO.	EDD DESIGNER:	RECOMMENDING APPROVAL:		RECOMMENDING APPROVAL:
29 JULY 2025			5	REVISION NO. 02	 MELVIN ISAAC C. ROXAS SIDS - EDD	 NORMAN D. BAGUILBAGUL DIVISION CHIEF, EDD	 MARJORIE F. EYO DEPARTMENT MANAGER - SBD	 LEAH PULIDO OCAMPO EXECUTIVE DIRECTOR - CITEM

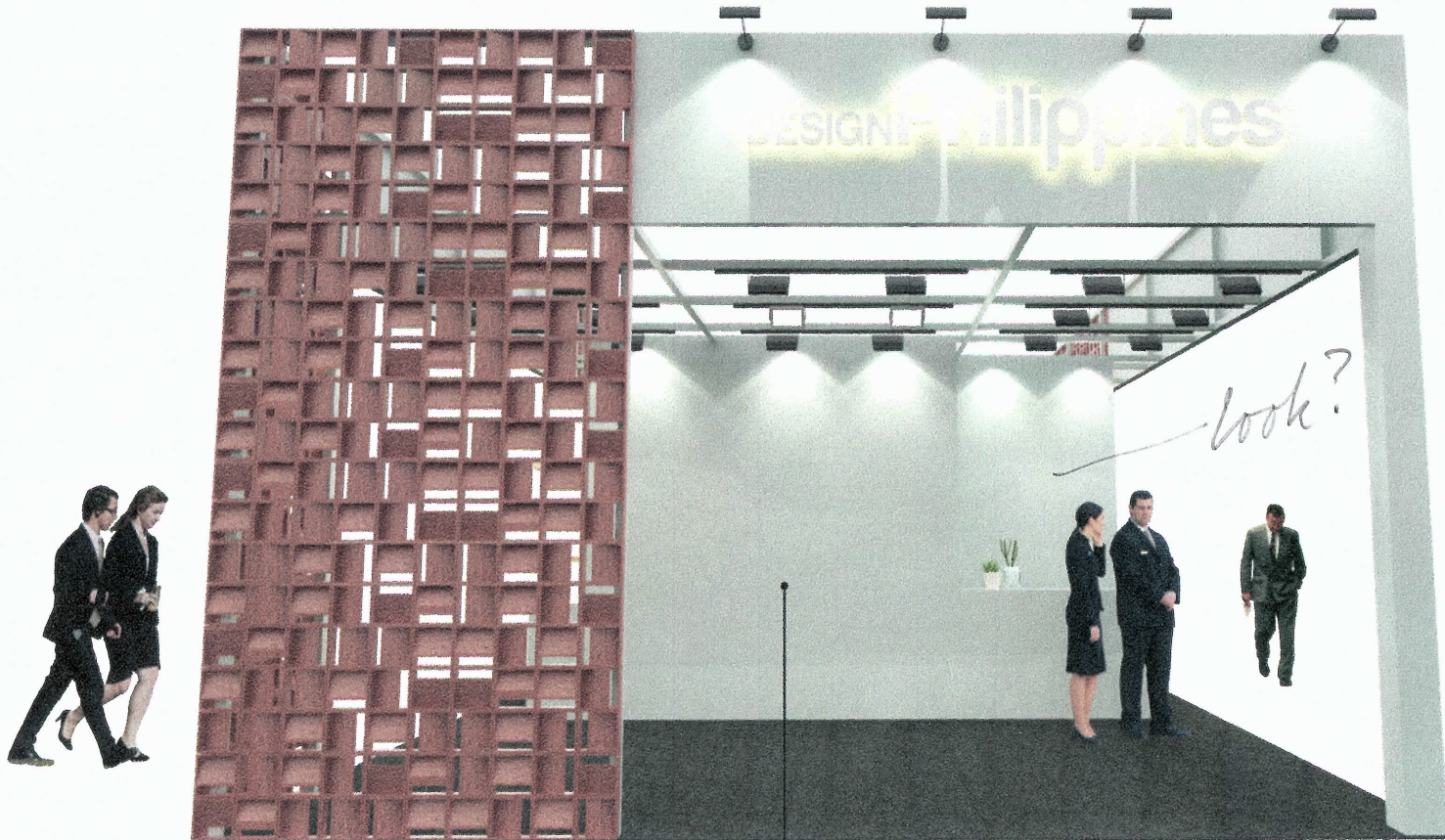
DATE / TIME

29 JULY 2025







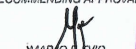
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DESIGNED BY WATARU
SAKUMA AND STANLEY RUIZ



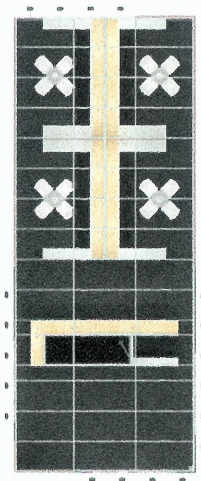
LOCATION MAP



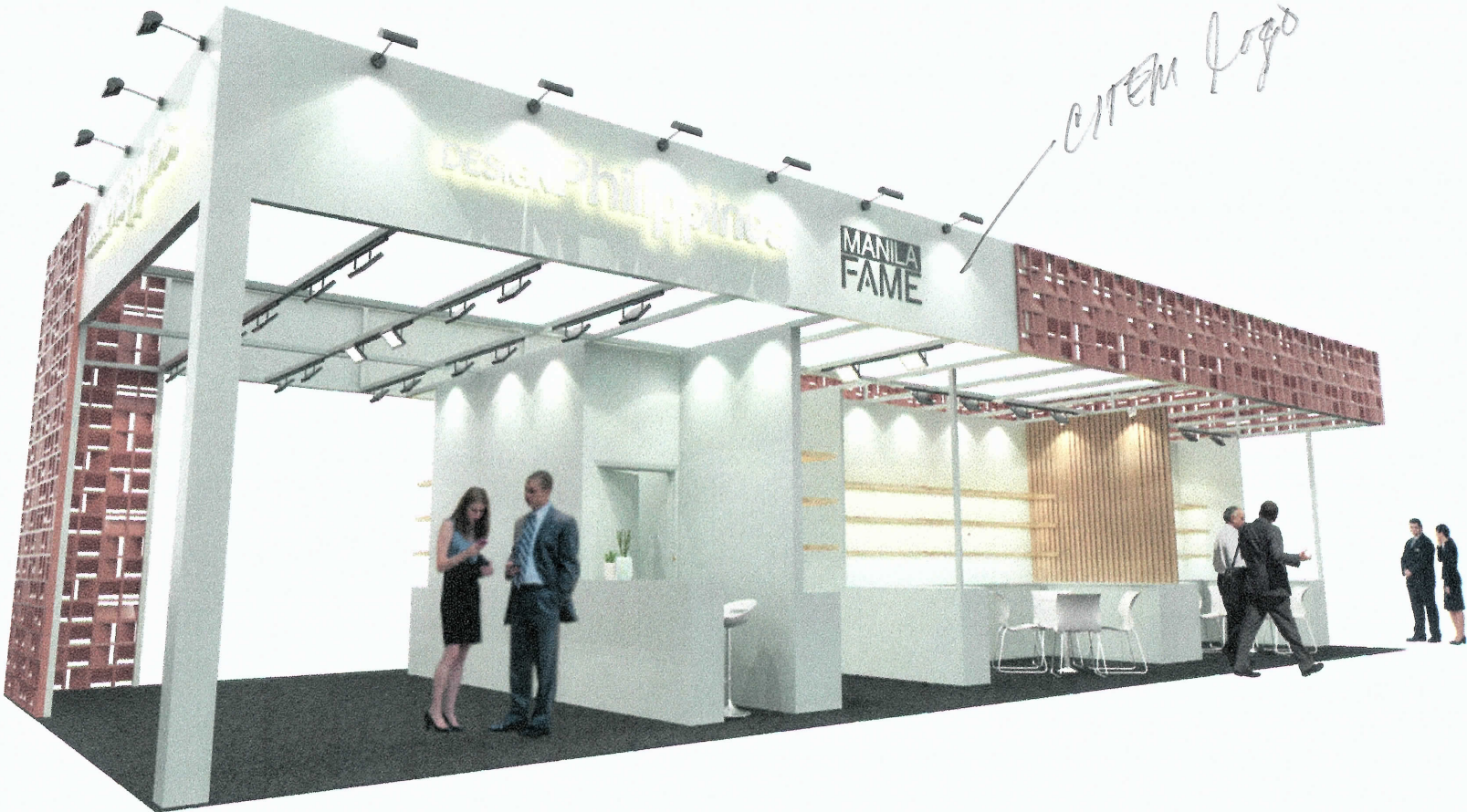
GRAPHIC WALL







<div></div> <div>EXHIBITION DESIGN DIVISON</div>	PROJECT TOKYO INTERNATIONAL GIFT SHOW 2025	SHEET CONTENT DESIGN APPROVAL		DESIGN CONCEPT BY: <div></div> WATARU SAKUMA / STANLEY RUIZ CONSULTANTS	RECOMMENDING APPROVAL: <div></div> JOSE ED. BERNAT DEPARTMENT MANAGER, CCSD	APPROVED BY / COMMENTS: <div></div> LEAH PULIDO GCAMPO EXECUTIVE DIRECTOR - CITEM
	TITLE DESIGN PHILIPPINES PAVILION	SHEET NO. 6	REVISION NO. 02	EDD DESIGNER: <div></div> MELVIN ISAAC C. ROXAS SIDS - EDD	RECOMMENDING APPROVAL: <div></div> NORMAN D. BAGUILBAGUL DIVISION CHIEF, EDD	
	LOCATION TOKYO BIG SIGHT			RECOMMENDING APPROVAL: <div></div> MARICO A. EYO DEPARTMENT MANAGER - SBD		

PERSPECTIVE
DESIGNED BY WATARU
SAKUMA AND STANLEY RUIZ

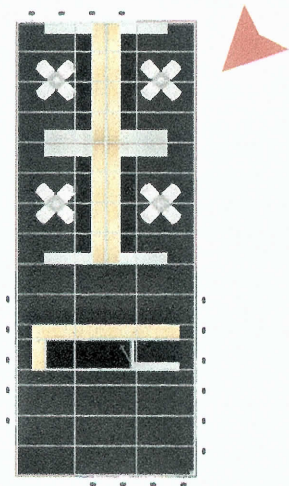


LOCATION MAP



<div> EXHIBITION DESIGN DIVISION</div>	PROJECT	TOKYO INTERNATIONAL GIFT SHOW 2025	SHEET CONTENT		DESIGN CONCEPT BY:	RECOMMENDING APPROVAL:	APPROVED BY / COMMENTS:
	TITLE	DESIGN PHILIPPINES PAVILION	DESIGN APPROVAL		 WATARU SAKUMA AND STANLEY RUIZ CONSULTANTS	 JOSEPH D. BERNAT DEPARTMENT MANAGER, CCSD	
	LOCATION	TOKYO BIG SIGHT	SHEET NO. 7	REVISION NO. 02	EDD DESIGNER:  MELVIN ISAAC C. ROXAS SIDS - EDD	RECOMMENDING APPROVAL:  NORMAN D. BAGUILBAGUL DIVISION CHIEF, EDD	RECOMMENDING APPROVAL:  MARDO F. ENO DEPARTMENT MANAGER - SBD


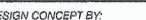
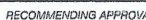


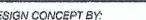
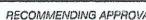
PERSPECTIVE
DESIGNED BY WATARU
SAKUMA AND STANLEY RUIZ



LOCATION MAP

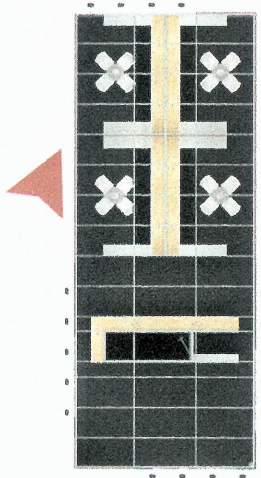


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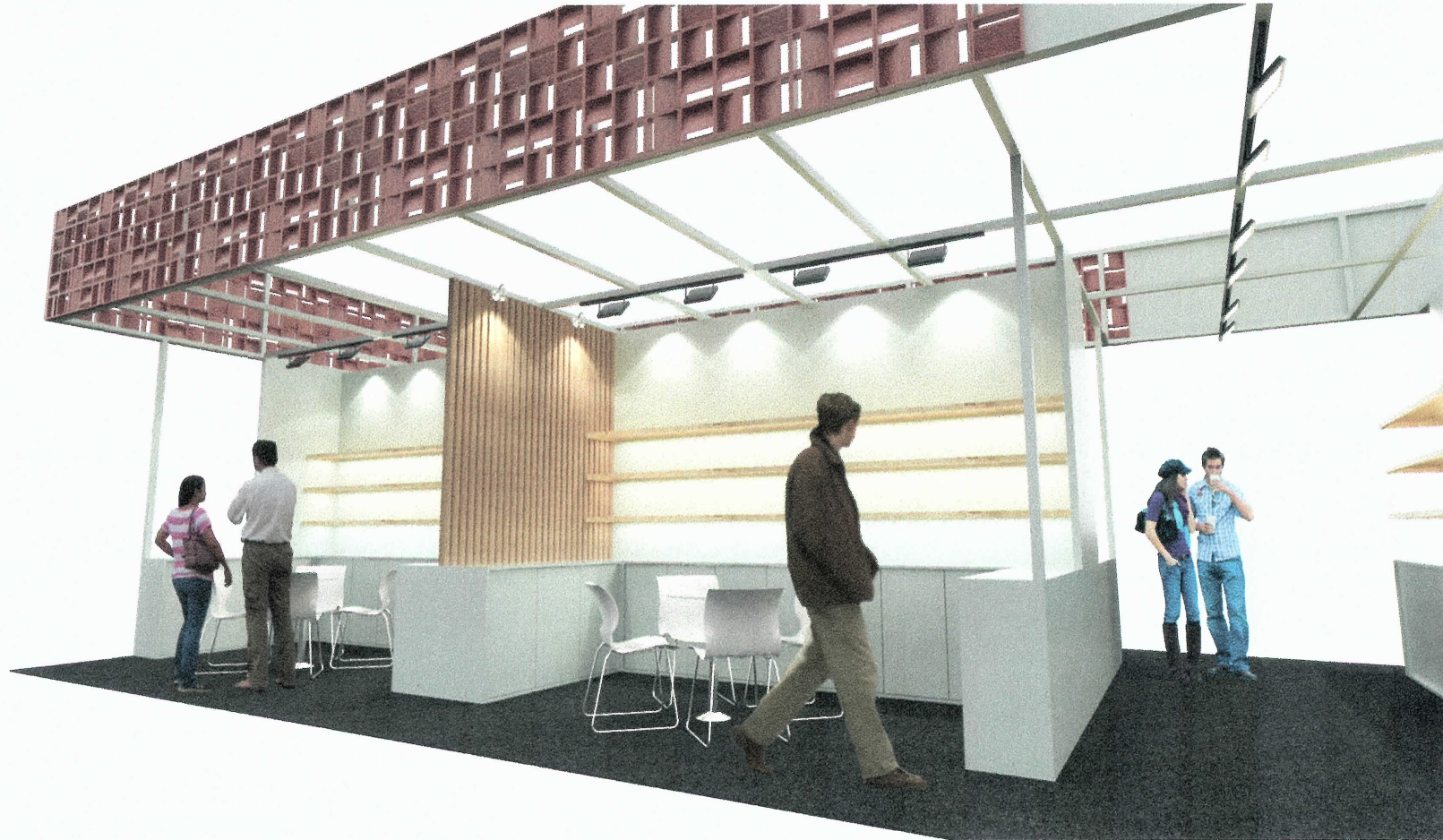
<div></div> <div>EXHIBITION DESIGN DIVISON</div>	PROJECT TOKYO INTERNATIONAL GIFT SHOW 2025	SHEET CONTENT DESIGN APPROVAL		DESIGN CONCEPT BY: <div></div> <div>WATARU SAKUMA / STANLEY RUIZ CONSULTANTS</div>	RECOMMENDING APPROVAL: <div></div> <div>JOSE D. BERNAT DEPARTMENT MANAGER, CCSD</div>	APPROVED BY / COMMENTS: <div></div> <div>LEAH PULIDO OCAMPO EXECUTIVE DIRECTOR - CITEM</div>
	TITLE DESIGN PHILIPPINES PAVILION	SHEET NO. 8	EDD DESIGNER: <div></div> <div>MELVIN ISAAC C. ROXAS SIDS - EDD</div>	RECOMMENDING APPROVAL: <div></div> <div>NORMAN D. SAGILBAGUL DIVISION CHIEF, EDD</div>	RECOMMENDING APPROVAL: <div></div> <div>MARJORIE F. EYO DEPARTMENT MANAGER - SBD</div>	
	LOCATION TOKYO BIG SIGHT	REVISION NO. 02				


PERSPECTIVE

DESIGNED BY WATARU
SAKUMA AND STANLEY RUIZ



LOCATION MAP



 EXHIBITION DESIGN DIVISION	PROJECT	TOKYO INTERNATIONAL GIFT SHOW 2025	SHEET CONTENT		DESIGN CONCEPT BY:	RECOMMENDING APPROVAL:	APPROVED BY / COMMENTS:
	TITLE	DESIGN PHILIPPINES PAVILION	DESIGN APPROVAL		WATARU SAKUMA & STANLEY RUIZ CONSULTANTS	JOSUE H. D. BERNAT DEPARTMENT MANAGER, CCSD	
	LOCATION	TOKYO BIG SIGHT	SHEET NO. 9	REVISION NO. 02	EDD DESIGNER: MELVIN ISAAC C. ROXAS SIDS - EDD	RECOMMENDING APPROVAL: NORMAN D. BAGULBAGUL DIVISION CHIEF, EDD	RECOMMENDING APPROVAL: MARJORIE E. BAYO DEPARTMENT MANAGER - SBD

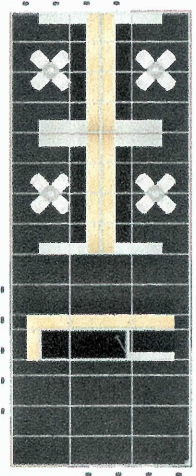
DATE / TIME

29 JULY 2025

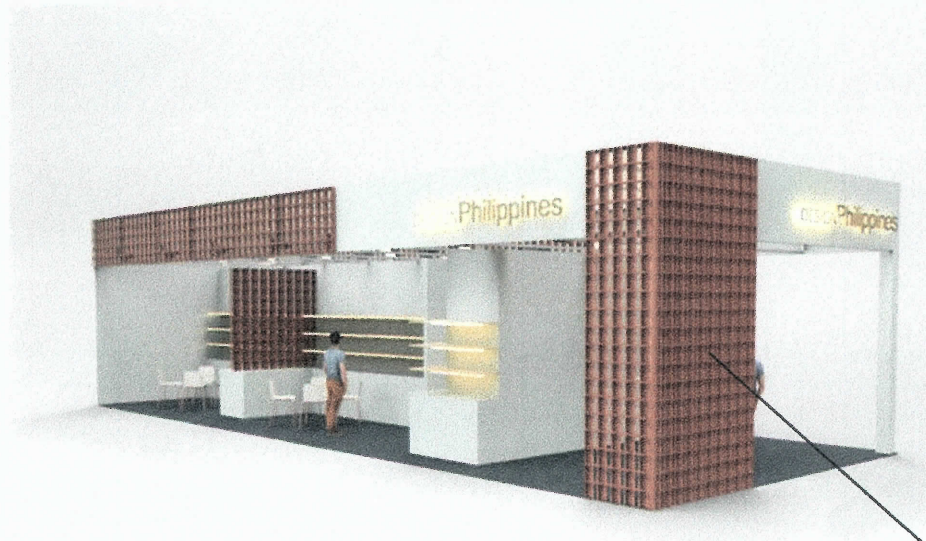
PERSPECTIVE

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SAKUMA AND STANLEY RUIZ

Wall color










LOCATION MAP



Brick color
Terracotta



Recycled Carton Paper Brick panels
Produced in the Philippines

 <p>EXHIBITION DESIGN DIVISION</p>	<p>PROJECT TOKYO INTERNATIONAL GIFT SHOW 2025</p>		<p>SHEET CONTENT DESIGN APPROVAL</p>		<p>DESIGN CONCEPT BY:  WATARU SAKUMA, STANLEY RUIZ CONSULTANTS</p>	<p>RECOMMENDING APPROVAL:  JOSEPH D. BERNAT DEPARTMENT MANAGER, CCSD</p>	<p>APPROVED BY / COMMENTS:  LEAH PULIDO OCAMPO EXECUTIVE DIRECTOR - CITEM</p>
	<p>TITLE DESIGN PHILIPPINES PAVILION</p>	<p>LOCATION TOKYO BIG SIGHT</p>	<p>SHEET NO. 10</p>	<p>EDD DESIGNER:  MELVIN ISAAC C. ROXAS SIDS - EDD</p>	<p>RECOMMENDING APPROVAL:  NORMAN D. BAGUILBAGUL DIVISION CHIEF, EDD</p>	<p>RECOMMENDING APPROVAL:  MARJO F. IRYO DEPARTMENT MANAGER - SBD</p>	

DATE / TIME
29 JULY 2025

PERSPECTIVE

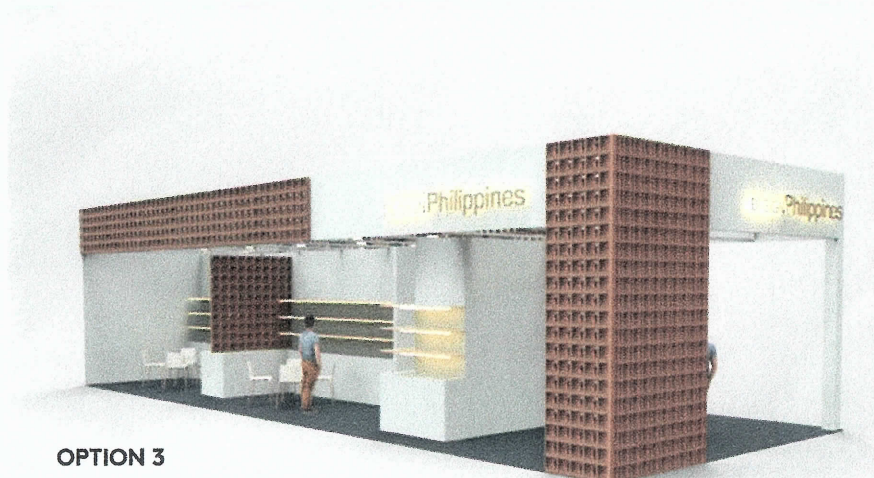
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SAKUMA AND STANLEY RUIZ



BRICK WALL OPTIONS
OPTION 1







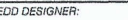

OPTION 2



OPTION 3



OPTION 4

<div></div> <div>EXHIBITION DESIGN DIVISION</div>	PROJECT TOKYO INTERNATIONAL GIFT SHOW 2025		SHEET CONTENT DESIGN APPROVAL		DESIGN CONCEPT BY:  WATARU SAKUMA - STANLEY RUIZ CONSULTANTS	RECOMMENDING APPROVAL:  JOSE M. D. BERNAT DEPARTMENT MANAGER, CCSD	APPROVED BY / COMMENTS:  LEAH PULIDO OCAMPO EXECUTIVE DIRECTOR - CITEM
	TITLE DESIGN PHILIPPINES PAVILION		SHEET NO. 11		EDD DESIGNER:  MELVIN ISAAC C. ROXAS SIDS - EDD	RECOMMENDING APPROVAL:  NORMAN D. BAGULBAGUL DIVISION CHIEF, EDD	
DATE / TIME 29 JULY 2025	LOCATION TOKYO BIG SIGHT		REVISION NO. 02				